



City of Fayetteville

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CITY MANAGER
Ray Gibson

CITY CLERK
Anne Barksdale

November 24, 2015

TO: Honorable Mayor and City Council

FROM: Ray Gibson, AICP, City Manager

SUBJECT: CITY MANAGER'S WEEKLY REPORT: November 16th through November 22nd

CITY ADMINISTRATION

- Attended the Project Drop-In luncheon hosted by Fayette FACTOR and AVPRIDE on November 16th. A presentation was made by Clayton State University students regarding research on students aged 16 to 19 who drop out of school in Fayette County.
- Held a meeting with Dennis Chase, a resident of Peachtree City, in regards to the debris pile located on a portion of the Ridge Nature Area.
- Attended the HOA meeting for the Villages on the Monday, November 16th at 6:00 PM. Assistant City Manager Alan Jones and Council Members Mickey Edwards and Paul Oddo were also in attendance. The home owners expressed their concerns about the amendments to the development agreement and the zoning process that approved the changes.
- Held a review meeting with the City Management team on the accomplishments of the 2015 Strategic Plan on November 17th.
- Attended the Planning Commission Meeting on Tuesday, November 17th at 7:00 PM.
- Held a management meeting with City Department Heads on November 18th.
- Attended a meeting with Fayette County and City Managers at the Fayette Chamber of Commerce on November 18th to discuss various items.
- Attended a meeting on November 19th with Peachtree Immediate Care along with other City Department Heads to discuss a potential change in drug testing away from Detect and Protect, the firm that currently provides those services for the City.
- Attended a meeting with Promaker staff Russ Morgan and Len Gough, and Community Development Director Brian Wismer to discuss the Holiday Inn Hotel in downtown Fayetteville.
- Held a meeting with the ISE Engineering team, Public Services Director Chris Hindman and Finance & Administrative Services Director Mike Bush, to discuss financing for the Hood Avenue/Highway 92 Road Realignment project. The group also prepared for the Public Services Committee Meeting to be held on the on Thursday, November 19th at 6:00 PM.
- Attended the Public Services Committee Meeting on Thursday, November 19th at 6:00 PM at City Hall to discuss the financing for the Hood Avenue/Highway 92 Road Realignment project.

- Attended the Regularly Scheduled City Council Meeting on Thursday, November 19th at 7:00 PM.
- Attended a meeting with engineering firm Stevenson & Palmer, along with Public Services Director Chris Hindman and Finance & Administrative Services Director Mike Bush, to get an update on the water and sewer rate study. The study should be completed in early 2016.

FINANCE & ADMINISTRATIVE SERVICES

Finance

- Continued preparation of the FY2015 Audit as the firm of Mauldin & Jenkins arrived to start their work on November 16th.
- Working on Final FY2015 Amendment to be presented at the December 3rd and 17th Regularly Scheduled Council Meetings.
- Continued working on the budget book document to be forwarded to the DOR by November 30th.

Accounts Payable

- Keyed payment data for 126 invoices and processed payments to 100 vendors.
- Prepared 100 current week checks for pick up/mailing.
- Reviewed current incoming invoices and receivables.

Occupational Tax

- Received two (2) new business applications.
- Issued (0) new business licenses.
- Collected \$21,000 for 2015 new and delinquent licenses.
- Collected \$18,296.89 from the Hotel/Motel Tax.
- Collected \$7,760.43 from Alcohol Beverage Sales.
- Collected \$97.38 from the Beer, Wine & Liquor Tax.
- Entered payments into the A/S 400 System.
- Submitted the financial post, edit, and balance reports.

Payroll

- QBA Gross Earnings Report for Pay Date: 11/19/2015
 - Regular Weekly Payroll: Bi-Weekly/Monthly
- Total Payroll:\$194,902.45

Utility Billing

- Assessed late fees to delinquent accounts.
- Received \$36,709.53 in Sanitation and Stormwater revenues.
- Established water and sewer service for twenty-seven (27) new customers.
- Billed out for 1,801 customers during the week.
- Issued 0 Purchase Orders.
- Received \$71,853.12 in water and sewer revenues.
- Pilot Program – Delinquent Accounts Callout
 - Cut off report generated for cycle 7 on 11/18/15 for which there were 56 delinquent accounts.

- Out of the 56, 17 accounts called and 38 received a tag through the mail due to the fact they either had no phone number or a disconnected phone number.
- Account Clerks received about 6 calls from the 56 customers with 17 on the cutoff list as of 11/23/15.

Human Resources

- Dealt with Personnel Issues.
- Handled Payroll matters.
- Employment Opportunities:
 - Fire Fighter (All Levels) Open until filled
- Resumes from Week November 16th through 20th:
 - Fire Fighter: 4

Information Technology

- GIS Projects
 - Reviewing and adding Asset data (from the county) to the Fayette Visioning Asset map Continued to work on the Asset Map Project.
 - Recorded GIS points at the Ridge Property for map layer.
- Technology Projects
 - Continued to upgrade computers as follows:
 - Fire Stations
 - Firewall Site to Site VPN to the County.
- Police Technology Projects
 - Setup new body cameras for the Police Department's Schedule "A" Team
 - Firewall Setup for E-Warrants with the County.
 - Disposed of 500 DVD's of outdated evidence data.
- Open Records Request
 - DVD Request of Traffic Stops and Investigations: 14
- Web Site Visits for the Week
 - Total Pages Viewed: **9,615**
 - Total Unique Pages: Viewed **6,997** (Excludes Repeated Pages viewed)
- Average Time Spent on Each Page: 59 Seconds
- Top 10 City Web Pages

1.	Official Website Main Page	1,868	19.43%
2.	Jobs	571	5.94%
3.	Government	308	3.20%
4.	Events List	284	2.95%
5.	Residents	268	2.79%
6.	Event Information	248	2.58%
7.	I Want To:	248	2.58%
8.	City Departments	220	2.29%
9.	Search Results	216	2.25%
10.	On-Line Payments	202	2.10%

COMMUNITY & ECONOMIC DEVELOPMENT

Economic Development

- Community surveys for the City's Economic Development Plan/Strategy were advertised and made available
- Prepared for the Regularly Scheduled Fayette County BOE meeting to take place on Monday, September 16th. Finished updates to the TAD documents.

Planning & Zoning

- Attended the Planning Commission meeting on November 17th. There were multiple development and rezoning petitions as outlined below.
 - **Southern Crescent Animal Clinic located at 1090 Highway 54 East:** Revised Elevations/File #15-031 (*Approved unanimously with conditions*)
 - **Piedmont Fayette Hospital 1255 Highway 54 West:** Revised Elevations / File #15-014 (*Approved unanimously with conditions*)
 - **This Is It BBQ located at 415 N. Glynn Street:** Development Plans & Variance Request / File # 15-028 (*Approved unanimously with conditions*)
 - **The Villages located at 140 Campaign Trail:** Development Plans/ File #15-032 (*Approved unanimously with conditions*)
 - **Pinewood Production Centre located at 461 Sandy Creek Road:** Development Plans/ File #15-002 (*Approved unanimously with conditions*)
 - **HEARTIS Senior Living 936 W. Lanier Avenue:** Rezoning Request/ File # 15-029. (*Approved unanimously to be rezoned from C-3 and R-40 to MO*)
 - **Promenade Parkway located on parcel #0538088:** Rezoning Request/ File # 15-030 (*Approved unanimously to be rezoned from C-3 to M-1*)
- Held an Architectural Advisory Committee meeting on November 19th.
- Met with interested buyers of the Hollingsworth House. They like the Downtown Master Plan.
- Reviewed multiple sign application for compliance with the City Code.
- Handled multiple customer/public inquiries for zoning uses.

Main Street

- Continued coordination with Atlanta Gas Light regarding repairs and relocation of gas meter for the Train Depot.
- Continued preparation for the Christmas Parade and Tree Lighting event, the Main Street Volunteer/Sponsor party in December, and the hiring of a facilitator for the DDA/Main Street Strategic Planning meeting in February.
- Continued negotiations with artists for the 2016 summer concert series.

DDA

- Held a DDA meeting on November 18th.
- Coordination on mural design. Scheduled for completion in a couple of weeks.
- Preparation for the December 5th storytelling and music event at HDF Museum.

Building

- Number of Building Inspections Performed: **42**
- Number of Permits Issued: **18**
 - **7: Building**
 - **1: Residential Repair/Remodel**
 - **1: Residential New SFD**
 - **1: Commercial New Building (Mattress Firm/Starbucks)**
 - **4: Commercial Repair/Remodel**
 - **4: Electrical**
 - **1: Low Voltage**
 - **1: Foundation Only**
 - **3: Plumbing**
 - **2: Mechanical**
- Plans Received: **4**
 - **3: Commercial Remodel**
- Training / Certification Updates: 0

PUBLIC SERVICES (Sanitation, Stormwater, Water, Waste Water/Sewer, Public Works)

Public Works

- Cleaned City Hall and the Police Department.
- Put up Christmas lights in the downtown area.
- Completed lawn maintenance at the following locations:
 - Hood Avenue
 - the Fountain Area
 - Church Street Park
 - Police Department
 - Highway 54 medians
- Completed garbage can pick-up throughout the Downtown Area.

Sewage Department

- Average daily flow treated is 2.316 million gallons per day.
- Performed weekly maintenance at 25 lift stations sites.
- Ran the sewer jet machine for 1 sewer backups.

Stormwater

- Cleaned the creek at Maple Place.
- Repaired the catch basin at 215 Chesterfield Court.
- Sealed the catch basin at 185 Running Bear and filled in erosion caused by the basin.
- Repaired the catch basin at Chase Drive.

Water Department

- Average daily flow of 1.165 of system demand.
- Repaired 3 water leaks in the system.
- Repaired 2 water main break in the system.

Utility Locates

- Located the water and sewer for 52 locate tickets.

POLICE DEPARTMENT

Among the numerous calls for service the **Patrol Division** handles; these are some of the highlights:

- **Domestic Dispute:** Lockmeade Way. An unruly child was involved in a physical altercation with his parents. Juvenile complainant was issued against child.
- **Entering Auto:** 20 Michelle Court. A vehicle parked the driveway unsecured. Miscellaneous items taken from the vehicle.
- **Stolen Vehicle recovered:** Stolen from a car dealership in Atlanta. FVPD made traffic stop arrested two subjects.
- **Traffic Stop:** Highway 85/Pavilion. One subject arrested for DUI Drugs. While searching the vehicle FVPD located a stolen gun out of Atlanta. Subject charged with the stolen gun.
- **Shoplifting:** Wal-Mart. One suspect was arrested for shoplifting at Wal-Mart. While searching this person, FVPD located a stolen gun. Suspect was charged with the firearm.
- **Suicide Threats:** Georgia Avenue. Male subject found out his wife was taking their kids and leaving him. He held a knife to his throat and stated he wanted to kill himself. He was located outside the residence without the knife. He stated he just wanted to get her attention and was not going to hurt himself. He was checked by Medics.
- **Suicide Threats:** Summit Point Drive. Male was fired from a new restaurant opening in the area and made comments that he was going to kill himself. The management called 911. Subject stated he never made the threats.
- **Theft:** Home Depot parking lot. A subject met with two unknown males to sell them some items from Craigslist. The suspects paid him with counterfeit money and took the merchandise. Suspects fled the area.
- **Theft:** Bath and Body Works. Employee admitted to making several fraudulent returns over a long period of time. Warrants obtained.
- **Harassing phone calls:** 105 Brook Ridge Court. Female filed a report on her ex-boyfriend harassing her.
- **Stolen Vehicle:** 157 Banks Road. Vehicle stolen from parking lot. No forced entry observed. Vehicle placed on GCIC.
- **Suicide Threats:** Mimosa Drive. Male subject transported to Piedmont Fayette Hospital for observation after he stated that he intended to harm himself.
- Numerous arrests for shoplifting at Wal-Mart (5) and Kohl's (1) during the week.
- Numerous traffic accidents. 1 injury reported.
- Numerous traffic related arrests for DUI (3), driving on suspended license (3), and possession of Narcotics (4) and wanted persons located (2).

Training Division

- Firearms and use of force training for Patrol during the week. Entered the training to POST.

- Officer Hernandez passed firearms training at the Police Academy. This was the last major hurdle the two new officers had in their training at the academy and they will graduate on December 11, 2015.
- Six Officers were registered for classes at various academies this week.
- Five officers were fitted for replacement vests. Their vests were expiring.
- Inventoried new tasers and body cameras. Body Cameras will be issued for a Beta test after programming.

Criminal Investigations

- Detectives are following up on leads concerning a stolen gun from a 2013 burglary that was recovered in Philadelphia, PA.
- A missing person was discovered to have been kidnapped in East Point. Detectives determined the missing person's parents were trying to intervene and remove her from a bad situation.
- Lt. Francis and Det. Albea completed a training course on Homicide Investigation.
- Detectives executed a search warrant in reference to terroristic threats and gang activity. A juvenile offender was arrested and transported to the RYDC.
- Weekly Stats:
 - Investigations assigned **10** cases this week.
 - Investigations cleared **11** cases this week.

Warrants

- Warrant units assisted CID with the execution of a search warrant and the transport of a juvenile offender.
- Weekly Stats:

• Bailiff Hours: 8	Code 4: 1
• Code 5: 2	Supplemental: 13
• Arrest: 6	Warrant Attempts: 1
• Warrants Served: 5	Person Contacts: 7
• Warrants Re-Called: 3	Warrant Entry: 7
• Fines/Forfeiture: \$ 3,551.00	Court Transports: 3

School Resource Officers

- No items to report.

Office of Professional Standards

- OPS staff has begun preparations for the 12th Annual Christmas with Police Program, which is scheduled for December 9, 2015.
- Press releases for the CWP program and a terroristic threat incident were released.
- The front desk answered 118 telephone calls, handled 41 walk-ins, referred 17 accident reports and 13 incident reports, processed 10 alcohol I.D.s, processed 3 impound releases, completed 5 background requests, 1 expungement, and distributed 4 subpoenas.

FIRE DEPARTMENT

Operations

- Incidents: Units responded to 52 emergency calls for service during the week.
- Volunteer: The November 16th volunteer meeting was held at Station 91.

Projects

- On November 16th attended a meeting with the homeowners in the Villages at LaFayette Park subdivision to discuss amendments to the Development Agreement.
- Continued to receive equipment for Truck 9 and hope to place the apparatus in full service by December 1st.